

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, July 9, 2013 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Tim Nichols, Caleb Curtis, Michael Cianchette, Gary Jordan, Jr., Heather Donahue and Christopher Carr. **ABSENT:** Donna Chale. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Donnie Hallenbeck, Chris Anthony, Alan Dunphy, Vaughn Woodruff, Holly Zadra, Jane Woodruff, Don Woodruff and others.

1. **Mayor Jordan, Jr.** opened the meeting by leading the **Pledge of Allegiance**. The Council observed a moment of silence.
2. Adoption of minutes of the regular meeting held on June 18, 2013.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Curtis** that the minutes of the meeting held on June 18, 2013 be adopted.

VOTE: UNANIMOUS AYE

3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Community and Economic Development Activities and Events:

Report on New Business Activity & Opportunities in Pittsfield:

Several private sector business activities remain under review.

AE Robinson's new store is headed for completion. AE Robinson will have the new store open shortly and all set for the 41st Egg Festival Celebration which begins Monday, 07/15/2013. The gas pumps will not be open for three weeks during the construction of the pump island.

SAS Property placed on the market by MTC Holdings, LTD of San Antonio, Texas and is offered by the LandVest, a Luxury Property Real Estate Company in Camden – The new website promoting the property is linked to the Town's website. The new literature has been distributed. Another review of the property took place. A meeting was held with the realtor and we have come to the conclusion that it would be best to approach the company on the feasibility of lease/purchase and leases for the space in the newer manufacturing location. It is ready to move in with the exception of work that would be needed to divide up the facility. This approach is pending review of the owner.

North Lancey Street Business Building placed on the market by Lancey Associates and is offered by Better Homes and Gardens Real Estate Town & Country.

Sebasticook Valley Hospital Expansion is nearly ready to open. Open House to be held on July 13, 2013 from 9:00 am – 2:00 pm with Program at 11:30 am.

Ben's Breakfast and Grill is proceeding along well and is expected to be open July 13. Mr. Herbest will provide details and his menu which will be advertised in the Town Office (an offer that has been made to all restaurants, food counters and lunch wagons).

This evening the Town Council will be signing Certificates of Appreciation to volunteers who assisted with the June 2013 Hooked on Fishing Not on Drugs activities. Thank you Chris Carr.

Report on Meetings & Events:

Sewer Engineering Meeting with Sargent Corporation on Monday, June 24, 2013 at 1:00 pm on Somerset Avenue

FirstPark General Assembly Meeting on Thursday, June 27, 2013 at 5:00 pm at T-Mobile Conference Room

Egg Festival Committee Meeting on Thursday, June 27, 2013 at 6:30 pm

Planning Board Meeting on Monday, July 8, 2013 at 7:00 pm

Upcoming Meetings:

Sebasticook Valley Chamber of Commerce Strategic Planning Meeting on Recreation, Relocation and Retirement Marketing on Wednesday, July 10, 2013 at 5:30 to 7:30 pm at the Corinna American Legion Building

Egg Festival Committee Meeting on Thursday, July 11, 2013 at 6:30 pm

41st Central Maine Egg Festival from Monday, July 15 – Saturday, July 20, 2013

Ken-Som Transition Team Meeting on Thursday, July 25, 2013 at 9:00 am at KVCOG in Fairfield

1st Annual Pittsfield Car Show & Community Barbeque on Saturday, August 24, 2013 from 10:00 am – 3:00 pm

4. **PUBLIC HEARINGS/OLD BUSINESS:**

ORDINANCE 13-11: (Public Hearing) The Town of Pittsfield hereby ordains to extend the terms of the Waverly Dam Lease Agreement and the Pioneer Dam Lease Agreement and adopt renewal terms effective 07/09/2013 as one new lease agreement with Chris Anthony.

The Public Hearing was opened by Mayor Jordan.

In Favor: Chris Anthony: I am quite happy with the lease. The terms seem very good. Again, please call me if you ever have any questions.

There was no one who wished to speak against Ordinance 13-11. The Public Hearing was closed by Mayor Jordan.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Carr** that Ordinance 13-11 be adopted.

The Town Manager noted the Town Council received a copy of Draft #6 of the new lease agreement consolidating Mr. Anthony's comments and the Town's comments as well as

providing enabling language for the new lease. The Town Attorney has approved the agreement as well as Mr. Anthony. The lease is streamlined and easy to understand. The Town looks forward to working with Mr. Anthony.

VOTE: UNANIMOUS AYE

ORDINANCE 13-12: (Public Hearing) The Town of Pittsfield hereby ordains the amendments to Chapter 2A. Business Licenses and Permits, Article 2, Licenses, Section 211, Transient Seller of Consumer Merchandise and Lunch Wagons.

The Public Hearing was opened by Mayor Jordan. There was no one who wished to speak for or against Ordinance 13-12. The Public Hearing was closed by Mayor Jordan.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Ordinance 13-12 be adopted.

The Town Manager noted proposed amendments to Chapter 2A. Business Licenses and Permits and the current copy of Chapter 2A were enclosed in the Town Council Package. The amendments have been approved by the Ordinance Committee at their meeting on 06/04/2013.

Currently in order to have new marketplace vendors on Town property, the vendor must provide a certificate of insurance as well as to obtain a permit if a transient seller. It is important for insurance purposes to have a certificate of insurance listing the Town as additional insured per the insurance company's request. It is also important to know the vendors that are at the parks and other town properties in order to make sure that the items being sold are appropriate, have other licenses if needed and are set up safely. Most transient sellers used to be food vendors along with book dealers, however, more items come up now due to the economy and people needing to earn money.

The Heart of Pittsfield (HOP) is planning a Harvest Festival for October. The group would like to have a number of vendors located in Hathorn Park to promote community and Pittsfield as well as to have people get together for socializing and fun. As it currently stands, each vendor will need to provide insurance and to obtain a license. When an event is planned, such as this one, the regulations involved will be too much. It is proposed that the non-profit, community development group or town-sponsored festivals will be responsible for their vendors. The groups in charge of events will obtain the insurance policy and the permit. All first permits would require Town Council approval with renewals, if any, processed by the Town staff.

In reviewing this issue, the groups most likely to hold events that would use the parks are those as listed above. We should be promoting these type of events and streamlining the process to do so. Of course, we will also have oversight as the groups will need to obtain a permit and provide appropriate insurance.

VOTE: UNANIMOUS AYE

ORDINANCE 13-13: (Public Hearing) The Town of Pittsfield hereby ordains to accept all tax year payments of Sharon A. McNally, including interest and lien costs, for the property at 142 E Street (Map 034, Lot 041), the Town having acquired said property as a result of automatic foreclosure of a 2010 property tax lien, recorded in the Somerset Registry of Deeds on June 17, 2011 at Book 4405, Page 266, which matured on December 18, 2012. The Town Council further

authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Sharon A. McNally.

The Public Hearing was opened by Mayor Jordan. There was no one who wished to speak for or against Ordinance 13-13. The Public Hearing was closed by Mayor Jordan.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Curtis** that Ordinance 13-13 be adopted.

The Town Manager noted the taxes have been paid in full on this property so a quitclaim deed can be issued to place the property back in the name of the prior owner after public hearing.

VOTE: UNANIMOUS AYE

RESOLUTION 13-58: (Public Hearing) Resolved that the Town Council schedule for 07/09/2013, consider testimony and act upon a Public Hearing for a Community Development Block Grant Public Facilities Program Historic Preservation Grant for the Pittsfield Railroad Station known as the Pittsfield Historic Depot and Depot Museum.

The Public Hearing was opened by Mayor Jordan.

In favor:

Jane Woodruff: It was 30 years ago the Depot had an uplift. There was a lot of cosmetic work and from what I have been learning about the Depot, apparently there are a lot more work that has to happen. I think where we are trying to develop Pittsfield as a historic, cultural, go to place, we need to support these kinds of projects that greatly impact the Downtown.

Don Woodruff: The Train Station has been the center of this Town. On the website for the Heart of Pittsfield you can see from the pictures that it really is an attractive building. It is an important part of the Town if you look back at the role it played when the Lancey House was here before the Interstate came through. Whatever we can do to keep it a viable building, we should do.

Alan Dunphy: I am a past President of the Historical Society. I am in favor of this Resolution. We did some work on the building and I would like to see that continue.

Don Hallenbeck: Life Member of the Historical Society, Board of Trustees, Past President, Past Member President, Past Member Vice-President, Past Secretary, Past Curator, among other jobs down there. I am also the current go to guy for research. The building is in sad need of major repair. It has been allowed to slide over the decades. Depot House, Inc., when Bud Dow was alive, supplied a lot of paint and other materials for the building at cost. He also engineered how to put a steel I-beam under the building. The station was never apparently intended to last as long as it has. It is 100+ years old. I think a lot of the weight of the building was held up by the old platform, which is now gone. Due to the age of the building and the age of the foundation the building is beginning to fail. The museum needs a whole lot of work.

The Town Manager read into the Public Hearing record the following 3 letters from interested parties who were unable to attend.

Pittsfield Public Library Trustees: The Trustees of the Pittsfield Public Library would like to show their support for the library's neighbor across the railroad tracks, the Historic Pittsfield

Depot. The local community showed great support when the library went through a much needed renovation and expansion three years ago. It is now time to recognize the needs of the Depot.

The Historic Pittsfield Depot contains history and memorabilia about Pittsfield. The Historical Society serves as curator for the material that they want to make freely available for residents and visitors. School classes visit every year to learn about their town.

The Railroad Station is perhaps Maine's only original 1880's depot in its original location by active tracks in the State of Maine that is an active museum with railroad memorabilia. It is of great interest to rail fans curious about the history of railroads in Maine.

In order for the building to last into the future, it needs preservation, restoration, and improvements. Health and safety needs must be addressed for the sake of the volunteers of the Historical Society and the people who visit the museum. The building must be upgraded to current electric standards, the furnace must be brought up to code, and there can be no lead paint.

It is important to do what we can now to save this beautiful historic treasure for future generations.

Beverly Rollins, President, Pittsfield ARTS Club/GFWC Maine:

This letter is in support of the Historic Pittsfield Depot (Museum).

The Pittsfield ARTS (Always Ready to Serve) Club, GFWC/Maine, considers the Pittsfield Historical Society a very worthwhile addition to the Town of Pittsfield and provides a vital service with their displays and records of our community. The ARTS club is a member of the General Federation of Women's Club.

The Pittsfield Historical Society and the town of Pittsfield have worked diligently to provide a place for all who wish to view the priceless records of our town. This has not been an easy task as the years have taken a toll on the building.

There is much work that needs to be done in order to preserve the building and all that is stored there. The foundation is in major need, I believe, along with the siding, windows, insulation, electrical, furnace room, and so much more. This is quite an undertaking for our small town. It would mean so much to the ARTS club and everyone who has the privilege to visit the museum to receive a grant to help with these repairs.

The Historic Pittsfield Depot is the ARTS Club Community Improvement Project this year. We are a small group and have given some donations in the past and want to help them any way that we can. The repairs will allow them to continue to keep all that is stored there safe for future generations. Many of our club records and scrapbooks are stored in the museum.

Lyn Smith, Library Director: I am writing this letter to show my support for the Historic Pittsfield Depot that serves as the museum for the town of Pittsfield.

As the library director in Pittsfield, I meet many people that are interested in local history. The public library serves up current information and entertainment in print and other media. Our mission does not include performing historic research or genealogy. For that, we depend on members of the local Historical Society. The library staff often refers people to the Historical

Society when they want to know more about the town they live in or are researching information about their home. People visiting the town or former residents are interested in artifacts that are on display at the Historic Pittsfield Depot.

The Depot is right across the railroad tracks from the library and I see it every day. Over the past twenty years, I have seen the building looking in bad shape and I have watched improvements being made. There is still much work to be done to preserve and restore this historic building. It is important for the public building be welcoming and safe for visitors and members of the historical society. It needs to have lead-based paint siding removed, it should have a working toilet, and the furnace must be brought up to code and made functional so the museum can be open year-round.

The Depot is as much a part of the cultural landscape of Pittsfield as the library. It is my fervent hope that it gets the attention it deserves and will continue to serve as repository of local history, as well as attract people interested in railroad history and architecture.

There was no one who wished to speak against Resolution 13-58. The Public Hearing was closed by Mayor Jordan.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that Resolution 13-58 be adopted.

The Town Manager noted this agenda item relates to announcement at the last Council meeting of the town's qualification to apply for rehabilitation for the historic railroad depot for the next Public Facilities Program and the approval for a Letter of Intent that was filed earlier this year.

The Town is eligible to apply for the CDBG Project as it is a stand-alone historic preservation project to rehabilitate and protect a building that is deteriorating at an alarming rate.

The Letter of Intent was the first step in the process and the Town has received approval to proceed to the application stage.

It is very exciting to be offered an opportunity to compete for funding to preserve and restore this beautiful treasure for generations to come.

VOTE: UNANIMOUS AYE

5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES:**

Town Manager's Report: Town Council Meeting of 07/09/2013:

1. The FYI Folder: FYI Folder which contains items that come in between the Town Council Meetings has the following this evening: None.

2. Effect of the State Budget and Revenue revisions for all Municipalities: To date, we have learned that the Town of Pittsfield is one of the top 50 towns in the State to lose the largest percentage of revenue sharing. The average loss for 2013-2014 is 33%. The Town of Pittsfield is now projected to lose 39.69% or rounded to 40.0% of its State Revenue Sharing. Fortunately, the Town is in the middle of the budget period and has had good collections to date. However, it is going to be difficult to address this. The expected loss for 2013-2014 is now \$147,782. There

has been very little spending taking place – just necessities, maintenance and addressing emergencies. As in 2009, we may need to reallocate some of the Capital Budget. There are no other departments to cut. The budget is conservative anyway and we have one of, if not the lowest municipal budget for a town in our size category in the State of Maine as it is. The next budget period will be very difficult as we would be unable to find \$147,782 in the Town budget to cut. We will continue to monitor the situation and see how July proceeds.

3. Boston Post Cane Presentation: Persis Smith will be receiving the Boston Post Cane for being the oldest living resident in the Town of Pittsfield. Persis resides at the Pittsfield Rehab and Nursing Facility where she will be receiving this honor on Friday, July 19, 2013 at 3:00 pm in the main dining room. The Historical Society has had a cane made for the Town to replace the one lost many years ago and will be presenting it to Persis. The cane will then be displayed at the Town Office with Persis receiving a certificate or plaque to remember the event by.

4. The LC Bates Museum presents "Fascinating Fossils": On Thursday, July 11 at 1:30 in the Warren Community Room. Participants will learn how fossils form and have an opportunity to examine the museum's fossil collection, including Maine State fossils and dinosaur fossils. This family program is for all ages, but pre-registration is required. Contact the library at 487-5880 to register for programs or for more information.

5. Pittsfield Public Library is pleased to announce: Darling's Ice Cream for a Cause ice cream truck will be at the library. The event will be held Thursday, July 18 from 4:00 – 6:00 prior to the Central Maine Egg Festival Kiddie Parade. The truck gives out ice cream for free, in exchange for voluntary donations to benefit Pittsfield Friends of the Library. The Friends of the Pittsfield Public Library support the library through fund raising and volunteering at the library. They help by improving services, increasing resources, providing special programs special programs, and aiding in the maintenance of the library building and grounds. They welcome new members to help promote the library's role in the community. Darling's Ice Cream for a Cause was designed as a fun way to give back to local communities and causes. The truck attends local events to give out ice cream for free, in exchange for voluntary donations to benefit the cause or charity. In 2012, the truck raised over \$20,000 for over 100 causes.

6. Judging the Quiche, Cheesecake and Pie Contest: The Town Councilors will be judging the Quiche, Cheesecake and Pie Contest on Friday, July 19, 2013 at the Seabasticook Valley Elks Lodge beginning at 11:00 am. The Councilors that can attend that day should arrive at 11:00 am. The Town Manager will remind the Councilors next week about the event.

7. Bin Sale: PITTSFIELD EARTH DAY AND RE-USE CELEBRATION: BACKYARD COMPOST BIN SALE

To celebrate re-use in the community and Earth Day, the Town of Pittsfield is part of a statewide backyard composting bin sale. A home compost bin and how-to-guide with a combined retail value over \$100 can be purchased for only \$45.00 (tax included). The bin is black, has a 10 year warranty, and is made of 100% recycled plastic. It's approximately 35" high and 33" wide, or large enough for a family of five. The Town has 20 composters available for sale, each at \$45.00.

The Town also has 34 Wingdiggers: The wing digger compost turner is available for a discounted price of \$17.00 each; 8 Reotemp Backyard Compost Thermometer: has a 20" stem for \$18.50 each; 8 Rain Barrels: This is the SYSTEMN Rain Barrel with a 55 gallon capacity for the discounted price of \$56.50.

It is estimated that 25% of the average household's waste consists of kitchen scraps and yard trimmings which can be easily composted. Pittsfield residents can save \$54.12 for every ton of waste they compost rather than placing the material in with their garbage that is shipped out of town for disposal.

Pittsfield's recycling rate for 2011 was 62%. The 2012 rates have not yet been announced by the State. Let's keep working at our recycling rate and boost it even more while helping our gardens grow!

8. Walking Maps & Promotion: HealthySV, the regional HealthyMaine partnership and the Sebecook Valley Chamber of Commerce joined with the Town to work on walking maps for the area. This project will be utilized for physical exercise, tourism and to promote walks such as the 4/20 walk. The meeting was held in the Council Chambers on Tuesday, 04/23/2013 from 5:30 pm – 7:00 pm to discuss the trail map project and the Chamber's RRR promotional project and how all the towns can help. Councilor Chale attended. We had representatives from 5 towns and have picked up 2 more towns from separate individual meetings. There will be a GPS training on 05/23/2013 in the afternoon for those individuals who will be providing the details on the trails here in Town. If you know of a recreational enthusiastic who you believe would like to help the Town map these trails, please contact Kathryn Ruth, Town Manager at 487-3136.

9. 2012 Consumer Confidence Reports: The Town's 2012 Annual Water Quality Report was distributed this year through the Rolling Thunder as an insert. Copies of the report are also available at the Town Office.

10. Upcoming Town Council Meetings: The next Town Council Meeting will be held on Tuesday, July 09, 2013 and then on August 6, 2013 at 6:30 pm.

Finance Committee: None.

Ordinance Committee: None.

Recycling Committee: None.

6. **NEW BUSINESS:**

ORDINANCE 13-14: (To be set to Public Hearing on 08/06/2013) The Town of Pittsfield hereby ordains that the Town of Pittsfield 2013 Comprehensive Plan, which has been determined consistent by the State of Maine, be adopted.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Ordinance 13-14 be set to Public Hearing on 08/06/2013.

The Town Manager noted the Town Council Package included a copy of the approval letters from the State of Maine. The Planning Board reviewed these materials at their 07/08/2013 meeting.

The Comprehensive Plan has been approved as consistent by the State of Maine without any amendments, revisions or changes. It is very important to consider the Comprehensive Plan for adoption so that we have a recorded up-to-date plan.

Due to its size, a copy of the Comprehensive Plan submitted to the State of Maine is available this evening for review and is posted on the Town website.

VOTE: UNANIMOUS AYE

ORDINANCE 13-15: (To be set to Public Hearing on 08/06/2013) That the Town Council hereby Ordains that Chapter 2B General Assistance Ordinance, Appendices A be rescinded and the new Appendices A be adopted to reflect the revised maximums for the period of July 1, 2013-June 30, 2014, and that the Town Council hereby Ordains that Chapter 2B General Assistance Ordinance, Appendices B-E be rescinded on September 30, 2013 and the new Appendices B-E be adopted to reflect the revised maximums for the period of October 1, 2013-September 30, 2014 and to continue to use Appendices B-F set forth and filed with the Department of Health and Human Services (DHHS) until any new appendices are approved.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Curtis** that Ordinance 13-15 be set to Public Hearing on 08/06/2013.

The Town Manager noted on July 1, 2013 the State informed municipalities to have the appendices adopted for Appendix A to begin on July 1 and the remaining Appendices B-E to start on October 1, 2013 and did not note any directions on Appendix F.

Instead of having three separate public hearings and/or motions and ads, we listed the three sets of directions together.

Each year the Maine Municipal Association reviews cost trends in the State of Maine and counties. The State DHS is provided with the data and decides on the maximum amount of general assistance to be provided in each category of assistance. In turn, each community is required to amend the General Assistance Ordinance to match those requirements in order to be partially reimbursed for our costs. Currently, the Town is reimbursed for 50% of acceptable expenditures.

Appendix A is the overall maximum assistance allowed to individuals and families per month. Appendix B – E are the Maximums for Food, Housing (Heated and Unheated Rents), Utilities (Households without Electric Hot Water and Households with Electrically Heated Hot Water), Heating Fuel, Personal Care & Household Supplies and Supplement for Households with Children under 5.

The maximum assistance that Towns will be required to provide to applicants who meet all state requirements has increased. The categories of housing (both unheated and heated); and electricity have increased. The other categories have not increased.

VOTE: UNANIMOUS AYE

RESOLUTION 13-68: Resolved that the Town Council authorize the Town Manager to file a grant application or the Community Development Block Grant (CDBG) Program for Public Facilities Historic Preservation funding for the Pittsfield Railroad Station known as the Pittsfield Historic Depot and Depot Museum.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Resolution 13-68 be adopted.

The Town Manager noted this agenda item authorizes the filing of the grant application for funding from the CDBG Program for Public Facilities Historic Preservation funding.

In June 2013 the Town was notified that it would be eligible to apply for rehabilitation for the historical railroad depot for the next Public Facilities Program and the approval for a Letter of Intent that was filed earlier this year.

The Town is eligible to apply for the CDBG Project as it is a stand-alone historic preservation project to rehabilitate and protect a building that is deteriorating at an alarming rate.

This is a great project, however, it has been very difficult piecing together the funding and the project is going along very slowly. This grant if approved, would allow the project to be completed all at once rather than piecemeal.

VOTE: UNANIMOUS AYE

RESOLUTION 13-69: Resolved that the Town Council accept the proposal of _____ of _____ in an amount to not exceed \$ _____ for the Pittsfield Historic Railroad Depot Foundation Reconstruction Project and authorize the Town Manager to execute a contract for same.

Moved by **Councilor Carr** and seconded by **Councilor Curtis** that Resolution 13-69 be tabled until the August 6, 2013 meeting.

VOTE: UNANIMOUS AYE

RESOLUTION 13-70: Resolved that the Town Council approve a renewal application for a liquor license for Vittles Restaurant at 107 Main Street, Pittsfield, Maine 04967.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Resolution 13-70 be adopted.

The Town Manager noted this is a renewal application. There have been no issues or concerns. All has been excellent at Vittles.

VOTE: UNANIMOUS AYE

RESOLUTION 13-71: Resolved that the Town Council waive the Regulation of Bid and Contracts (Section 106 of the Administrative Code) and Authorize the Town Manager to sign a one year contract for snowplowing with S&G Construction at a rate of \$1,760.88 per mile for a total of \$94,030.94 with 53.4 miles for 2013 – 2014; which is the same price as 2012-2013 and with mileage to be adjusted if the Town adds road mileage during the term of the contract.

Moved by **Councilor Donahue** and seconded by **Councilor Curtis** that Resolution 13-71 be adopted.

The Town Manager noted S&G Construction has been the Town's snowplow contractor for many years. Prior to that, S&G was the only contractor that bid on snowplowing services. In 2010, the Town negotiated a snowplow contract for 3 years at the below listed costs:

2010-2011: \$1,676.03 per mile for a total of \$89,500 with 53.40 miles
2011-2012: \$1,717.93 per mile for a total of \$91,737.50 with 53.40 miles; 2.5% increase
2012-2013: \$1,760.88 per mile for a total of \$94,030.94 with 53.40 miles; 2.5% increase

Discussions with S&G have resulted in Stanley Kitchen agreeing to the same price as last year, which is \$1,760.88 per mile with no Consumer Price Index increase or Fuel increase. Stanley has offered this as the Town's revenues are being decreased due to less revenue sharing. After this winter season, we will sit down and discuss how to proceed forward as the Town will have a much better idea of the effects of the state revenue sharing changes and what is coming in the next fiscal year.

Therefore, the budget cost is the same for 2013-2014 as last year for snowplowing services.

The Town Councilors discussed the need to continue to put away funds and to upgrade the Highway equipment, as we may not always have a willing contractor to work with as circumstances in life change.

VOTE: UNANIMOUS AYE

RESOLUTION 13-72: Resolved that the Town Council Approve the issuance of a parade permit to Heart of Pittsfield for a Car Show & Parade on August 24, 2013 and waive the permit fees.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Donahue** that Resolution 13-72 be adopted.

The Town Manager noted Milton Webber is organizing this item for a community event.

The Heart of Pittsfield proposes a Car Show including a Parade on Saturday, August 24, 2013. The parade will start at the Somerset Plaza parking lot and proceed down Somerset Avenue to Hathorn Park where the cars will be displayed in the parking spots around the park. The event will take place from 10:00 am with the parade to 3:00 pm with the display and barbeque.

We did advise Milton that insurance is a requirement for actual parades and Milton was working with the Antique Car Club.

VOTE: UNANIMOUS AYE

RESOLUTION 13-73: Resolved that the Town Council set the rate of interest to be changed on delinquent taxes for 2013 at 7.0% and the due date for payment of taxes at the end of the business day on Friday, October 18, 2013.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Donahue** that Resolution 13-73 be adopted.

The Town Manager noted this is a yearly housekeeping action relating to the collection of property taxes, as well as the following two Resolutions.

VOTE: UNANIMOUS AYE

RESOLUTION 13-74: Resolved that the Town Council set the rate of interest for overpayments for 2013 at 3% to conform with 36 M.R.S.A. Section 506-A.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that Resolution 13-74 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 13-75: Resolved that the Town Council authorize the Tax Collector/Treasurer to accept prepayment or decline prepayment of taxes not yet committed or received prior to the due date and pay no interest thereon in accordance with 36 M.R.S.A. Section 506.

Moved by **Councilor Cianchette** and seconded by **Councilor Carr** that Resolution 13-75 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 13-76: Resolved that the Town Council sign the Application for Catered Function by Qualified Catering Organization for a MCI Reunion Reception to be held on 08/02/2013 from 4:00 pm - 9:00 pm at Maine Central Institute by qualified caterer Jeff's Catering & Banquet Center.

Moved by **Councilor Cianchette** and seconded by **Councilor Donahue** that Resolution 13-76 be adopted.

The Town Manager noted the State of Maine requires that the Town sign off on all Catered Functions by qualified catering organizations. Jeff's Catering does an excellent job and these are important MCI events.

VOTE: UNANIMOUS AYE

RESOLUTION 13-77: Resolved that the Town Council sign the Application for Catered Function by Qualified Catering Organization for a MCI "Snowball" to be held on 08/02/2013 from 8:00 pm - 11:00 pm at Maine Central Institute by qualified caterer Jeff's Catering & Banquet Center.

Moved by **Councilor Donahue** and seconded by **Councilor Cianchette** that Resolution 13-77 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 13-78: Resolved that the Town Council sign the Application for Catered Function by Qualified Catering Organization for a MCI Reunion Lunch to be held on 08/03/2013 from 12:00 pm - 5:00 pm at Maine Central Institute by qualified caterer Jeff's Catering & Banquet Center.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that Resolution 13-78 be adopted.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Financial Reports as of 06/30/2013:

Budget Expenditure Report
Revenue Collections Report
Tax Acquired Property Report

Economic Development Revolving Loan Update
Housing Revolving Loan Update
Transfer Station/Recycling Monthly Report
Theatre Monthly Report
Excise Tax Collections Comparison Report
State Revenue Sharing Comparison Report
Personal Property Tax Collection Report
Real Estate Property Tax Collection
Briefly Reviewed by Town Manager

Other Reports as of 06/30/2013:

Building and Plumbing Permit Reports
Library Report-Librarian's and Library Trustees Minutes
Police Report

Self-Explanatory – Not Reviewed

Updates:

1. Water Projects Update: Water/Sewer is finishing and cleaning up their projects around town this includes several hydrants and curb stops.

2. Sewer Projects Update:

Somerset Avenue: Paving is scheduled for the small areas from the town office up to the longer areas to School Street. While we understand that the rain has put Sargent behind, we have indicated that we need a better plan than leaving the area from School up to Varney's with gravel. This is in progress to reduce the amount of area that is exposed as much as possible. Originally, the project was to be completed the week prior to Egg Festival, however, the weather had put the entire project as well as all other construction work behind. This remains in progress. We have asked for a Safety Plan for the area.

School Street, Elm Street, Across Country: This work is now planned for the week after the Egg Festival and the company has been requested to start on 07/22/2013. The Engineers and T Buck, which requested this scheduling change, are aware that we have requested the project on School Street be completed prior to the start of school.

Franklin Street and Alternates have been designed. Olver Associates will be in to the next Town Council Meeting to present the projects. Each alternate started out as a short or small spot repair and have now due to the sewer configuration or issues at each site. Franklin street is 735 linear feet; and alternates are Main Street 700 linear feet; Stinson Street 185 linear feet; Davis Street 250 linear feet and School Street/Birchwood Terrace cross country sewer line 510 linear feet.

Main Street has had three separate sewer issues on three lines. The alternate above, if a bid is accepted will address 1 Main Street issue. The last Main Street sewer line is the Alternate that is being designed for bidding as the line runs across country under a garage and is full of holes.

The second Main Street issue has been determined to the best of the Town's and Olver Associates' review to be a customer issue. The area at the service line was dug at the Main Street location where the sewer system backed up at the residence in the basement. The Town staff did not find anything wrong with the work that was completed in 2008. Insight Pipe was at the site. A video was made. Olver Associates reviewed the video and has advised that nothing

was found that would show the Town or the contractor did anything wrong. Annaleis reviewed the video of the line and noted that there may be a plug in the basement that caused this problem. The insurance company is denying the claim.

The third issue needs to be dug. On the Main Street sewer line problem reported on two meetings ago, we sent the MDOT the permit application and fee to dig Main Street, to keep on the shoulder as best as we can. So this project awaits MDOT approval. This is another cross country line. We would install a separate manhole so that the house on this line can have the sewer accessed easier than now.

The last Main Street sewer line is the Alternate that is being designed for bidding as the line runs across country under a garage and is full of holes.

3. Highway: Public Works is on vacation. When they come back on 07/16/2013, clean up, sweeping and preparing for Egg Festival events will be taking place. Then the Department will work on finishing up Hathorn Park activities, Gravel road resurfacing and assisting with the Dobson Road drainage project with Cianbro and Brent Newhouse Construction Co. When Sewer/Water comes back from vacation, Highway will assist with a Central Street sewer problem involving the Hathorn Park Restrooms. The sewer line is temporarily fixed.

The Town also received a bridge inspection report from MDOT that indicated issues with 3 of the Town's bridges. MDOT is required to inspect minor span bridges on town ways under the law. It is hard to determine the report details. The two culverts on Sebasticook Street have issues in the bottom of the culvert so we have the beginning of a problem there. Mosher Bridge on Crawford road has abutment and other issues. The State has not totally inspected these bridges and noted that they can not wade in, however, that there are issues. The Town is responsible for the three areas and needs to have some engineering assistance to determine exactly what does need to be fixed and how with cost estimates, as this would be a capital expenditure. The State report would need to be followed up with a more comprehensive review. John and I will work on this project in August to get it started.

4. Biennial Budget Proposal & Status on proposed cuts: Discussed at the beginning of the meeting.

5. Code Enforcement Update: The Code Enforcement Officer has been requested to resolve the Middle Street burned out building. This has been going on for over 1 year. Understandably, it may take awhile, however, this is too long and it needs to be resolved. Today, I asked about the status of the enforcement and was advised that the owner was told that he needed to come to the Council Meeting to make a presentation to the Town Council. The CEO was directed to work with the owner and provide the conclusion to the Town Manager. Either there is a plan to fix or take down the building or there is not going to be one and the Town will need to act.

6. Property Maintenance Ordinance/Regulations to prevent Junky Yards: The copy of the 1st draft of the property maintenance ordinance was received in the Planning Board package so I forwarded a copy to the Town Councilors. The Planning Board did an excellent job reviewing this line by line and had some excellent ideas. The document will be formatted into Code or Ordinance standards by the staff and then it will become Draft #2 for review. The Planning Board's comments created a much-improved draft and once we see that draft, the overall concept will be clearer. There will be a few changes to the Zoning Ordinance and Definitions added.

Grants Update:

New Grants:

Airport Grants: Environmental Assessment (Engineering to prepare for Apron Expansion) – Still unable to submit bills. The FAA is going to start the registration process over again due to a snafu.

Airport Grants: Engineering to Design the Apron Expansion – the grant application was filed. We were advised by the FAA that as our project cost is over budget, close but over budget that we need to divide up the apron and the additional paving between the hangers (including full depth excavation). The apron would be funded this year and we would submit the entire additional paving which includes that under the alternate to address the areas that need to be paved at the airport by the hangers for 2014. This would need to be added to the Town's CIP through discussions with the MDOT in July 2013. Cianbro Corporation was the low bidder and Cianbro has agreed with the 2013 project and holding pricing for 2014 for the next project, if approved by the FAA. We are in the process of discussing the process to promote a 2014 project being added to the CIP for the paving and moving the planning process for a new Master Plan back to a later date.

Belvedere Fund for Historic Preservation – This funding is for the siding project and needs to be completed this year.

Davis Family Foundation – The scope and bid specs for this project are on the agenda this evening. The foundation needs to be completed prior to starting any work on the siding.

HealthySV Grant: Healthy Communities – Exercise is Fun Program for Children – grant to be closed.

HealthySV: Healthy Communities – Proactive Student Presentations – This grant needs to be closed.

L&W Conservation Fund: Hathorn Park Legge's Field & Sports Complex, Phase II – The State advised that the bid specifications were approved so the deadline for bids for the paving project for the parking lot at Hathorn Park is Monday, 07/08/2013 at 11:00 am. The gazebo is scheduled for a painting party Wednesday and Thursday night, 06/19 and 06/20/2013. The shingles for the gazebo roof were being finished today. The fencing has arrived and Public Works is erecting this. Public Works is waiting for the contractor to pave the sidewalk which was verified by the Building Inspector to be handicap accessible. All of this rain has put most outside work behind.

National Heritage Railroad Grant – closed out with payment to the construction company for the roofing project. The final report was completed.

Rural Engineering & community Assistance Grant Opportunities – information was collected by the company and inputted onto the EPA website.

CDBG Historical Preservation – GOOD NEWS as the Town is eligible to apply for a very limited amount of funding this year. The deadline is coming right up in July 2013.

8. **REPORTS:** Audience, Council

Audience:

Donnie Hallenbeck: I want to thank the Town Council for their support of the Historical Society. The next meeting for the Historical Society will be on July 18th. The town of Lac-Megantic, Quebec lost their Historical Depot in the recent train derailment explosion.

Alan Dunphy: I appreciate the positive comments on the Comprehensive Plan. I am glad the State liked it.

Council:

Councilor Donahue: I am excited about the Historical Society Depot. I can't wait to see the Depot finished. I haven't been to the Egg Festival before, but I am excited to go! Wanted to announce my Farm Store is opening.

Councilor Carr: I wanted to thank Alan Dunphy and the Planning Board for all their hard work on the Comprehensive Plan. It is good to see support for the Historical Society.

Councilor Chale: Absent.

Deputy Mayor Nichols: I am looking forward to the Egg Festival. The antique car show will be interesting. The 40% loss of State revenue will affect us. People need to get creative on what we can do as a Town. The Town Manager advised we would do some advertising explaining to the public once we have exact details. The Historical Society Depot updates will come to fruition. We should try to be proactive as a Town and put together a letter for the railroad noting the railroad disaster in Canada. I wanted to send my condolences to the Donnell family. Danny Donnell passed away at 50 years old of a massive heart attack. He will be missed.

Councilor Curtis: I see that the Town Crew is working with Cianbro. The Town Manager noted we planned to do flagging, excavation and paving over the culverts. Councilor Curtis said it is good to hear we could offer some assistance. Is there any word on the trailer being moved off of the gas station property? The Town Manager noted the trailer has been sold, but it hasn't been picked up yet. There has been some new siding and paint scraping. New paint has also been purchased. Councilor Curtis asked if Ron purchased the property. The Town Manager noted yes, he did.

Councilor Cianchette: If you saw aerial photos of the railroad derailment in Canada, it was devastating. It is a small town just like our town. Pan Am runs the same kinds of things through Pittsfield. As a Council, perhaps we should think about voicing our concerns in a letter. My wife and I finally went to see a movie at the Pittsfield Theatre. It was the first time we have been since the upgrade. It was quite a significant difference.

Mayor Jordan: I also would like to give my condolences to Danny Donnell's family.

9. **ADJOURNMENT**

Motion by **Councilor Cianchette** and seconded by **Councilor Curtis** that the meeting be adjourned at 7:50 p.m. All in agreement.

Nicole Nickolan, Town Clerk